

New Jersey Department of Education
No Child Left Behind Act of 2001
FY 2004 Consolidated Subgrant
Evaluation of Local School Districts-Group 2

LEA Information	
District	
County	
Address	
Chief School Administrator	
Project Director	
Funding Sources	
Title I	\$
Title I School Improvement	\$
Title I Neglected & Delinquent	\$
Title II-A	\$
Title II-D	\$
Title III	\$
Title IV	\$
Title V	\$
Title VI	\$
Evaluation Information	
Date(s) of Visit	
Reviewers	
Compliant <input type="checkbox"/>	Non-compliant <input type="checkbox"/>
Comments/Recommendations/Commendations	

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Compliance Requirement	Titles Covered	Legal Authority	Review Method	Compliance Indicator	Status (C, N/C or N/A)	Comments
Comprehensive Needs Assessment						
1. The needs assessment is supported by data and materials.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review documents, data and materials used in the needs assessment process. Interview Project Director.	Documentation verifies that the needs assessment is comprehensive.		
2. Priority problem(s) are supported by the comprehensive needs assessment process.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review priority problems to ensure that they are supported by the findings of the needs assessment.	Documentation verifies that the priority problems are supported by the needs assessment findings.		
3. For the problems selected by the LEA, an adequate description is provided that identifies the target population, causes of the problem, identification of the data source, analysis of the data, areas to be measured, the measurement tool and specific school targets.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review the description of the selected problems to ensure that an adequate description is provided.	Documentation verifies that the selected problems are adequately described and addressed.		
Program Plan						
4. The programs used by the LEA to address the selected problem areas are scientifically based.	Titles I, II-A, III, IV, V, VI	NCLB § 1112, 2122, 3115, 4114, 5133, 6223	Review the programs to determine that they are scientifically based. Interview the Project Director.	The outcomes of the selected programs are measurable.		

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5. Each of the specified activities for the public schools in the application or subsequent amendment is being implemented.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review the program implementation. Interview the Project Director and staff involved in the program activity implementation.	Documentation verifies that the activities are being implemented in accordance with the approved application.		
6. All positions have been filled according to the approved application: Number of teachers_____ Number of paraprofessionals_____ Number of other staff _____	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review schedules of staff and the staff roster for funded positions. Interview the Project Director and a sampling of the funded staff for all Titles.	Documentation verifies that positions have been filled according to the approved application. If positions are partially funded, documentation and interviews support the appropriate percentage of time dedicated to grant funded activities.		
7. Professional development activities are consistent with the LEA professional development plan.	Title II-A	NCLB §2122	Review the professional development plan, agendas and sign-in-sheets. Interview a participant(s).	Documentation verifies that the professional development plans are consistent with the funded activities and are being implemented in accordance with the approved application.		
8. Funds have been targeted to schools that: (A) have the lowest proportion of highly qualified teachers; (B) have the largest average class size; or (C) are identified for school improvement under section 1116(b).	Title II-A	NCLB §2122 (b)(3)	For each school in the LEA, review the: qualifications of the teachers (i.e.: Certified Staff Report); student-to-teacher ratios; and school improvement identification	Documentation supports that professional development funds are directed to the schools that : (A) have the lowest proportion of highly qualified teachers; (B) have the largest average class size; or (C) are identified for school		

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			status.	improvement under section 1116(b).		
9. The professional development activities are related to: <ul style="list-style-type: none"> State student content and performance standards; Strategies that contribute to continuous improvements; Methods to teach children with special needs; or Gender equity methods, techniques and practices 	Title II-A	NCLB §2122	Review documentation of professional development activities implemented.	Professional development activities address the Core Curriculum Content Standard strategies for continuous improvement in the classroom.		
10. The professional development for technology, 25% of the funded amount is on-going, sustained of high quality professional (PD) in using technology in the classroom. <i>(If not, a waiver has been requested and approved.)</i>	Title II-D	NCLB § 2414	Review documentation of professional development activities that are being implemented.	Documentation supports that 25% of the technology activities are on-going, sustained, high quality professional development focused on the integration of technology into instruction for all teachers. <i>For FY 2004, the waiver has been approved by the Office of Educational and Informational Technology.</i>		
11. For consortium applications, services are provided to all participating districts.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review documentation to support provision of services to participating districts.	Documentation supports that services are provided to all participating districts as specified in the application.		
Performance Targets						
12. Baseline performance is specified for each priority problem and is supported by the comprehensive	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115,	Baseline data is identified and is consistent with the	Documentation supports that the baseline data is identified, is accurate and		

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needs assessment.		4114, 5133, 6223	findings of the needs assessment. Interview the Project Director and review the needs assessment.	consistent with the needs assessment findings.		
13. For each selected problem, performance targets are specified for the next three years and is supported by the comprehensive needs assessment.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Performance targets have been established for the next three years. Interview the Project Director.	Documentation supports that there is a mechanism to measure and track performance for the next three years.		
14. For each performance target, the actual achievement obtained is identified. <i>(Reserved for FY 2004)</i>	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review the achievement of the performance targets using the outcomes specified by the measurement tool.	Documentation supports that the performance targets are being achieved as planned.		
Consultation						
15. The LEA has consulted with all required parties in the development and implementation of the funded programs and activities.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review the documentation (sign-in-sheets, meeting notes, invitational letters) that all required parties were included in the consultation process for development and implementation of the funded programs and activities.	Documentation supports that the LEA consulted with the required parties for the development and implementation of funded programs and activities.		
Coordination and Participation						
16. Programs are coordinated with each other and with other NCLB	Titles I, II-A, II-D, III, IV,	NCLB § 1112, 2122,	Review program documentation that	Documentation indicates coordination of programs		

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programs.	V, VI	2414, 3115, 4114, 5133, 6223	supports coordination as specified in the application. Interview individuals to verify implementation and coordination. Review meeting notes, staffing patterns.	and interviews verify coordination efforts.		
17. Programs are coordinated among the subgroups within the LEA.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review program documentation that supports coordination among subgroups as specified in the application. Interview Project Director.	Documentation indicates coordination among subgroups and interviews verify coordination efforts.		
18. The LEA has demonstrated activities that support the on-going consultation process with the application participants.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review the documentation (sign-in-sheets, meeting notes, invitational letters) that all required parties were included in the on-going consultation process for implementation.	Documentation supports that the LEA consults with the appropriate constituents on an on-going basis.		
19. The LEA has demonstrated coordination of its programs with community-wide efforts.	Title IV	NCLB § 4114	Review the program and how it is coordinated with community programs.	Documentation supports that the program is coordinated with community programs.		
20. The LEA has notified the community	Title IV	NCLB §	Review the	Documentation supports		

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of the application submission.		4114	notification provided to the community regarding the submission of the application.	that the community was duly noticed.		
21. The LEA has reported progress toward attaining its performance targets.	Title IV	NCLB § 4114	Review the notification provided to the public regarding the progress being made.	Documentation supports that the public was duly noticed of the progress being made.		
22. The LEA has used the results of the performance targets to reassess the implemented programs and revise the program as needed. <i>(Reserved for 2004)</i>	Title IV	NCLB § 4114	Review the achievement of the performance targets using the outcomes of the measurement tool.	Documentation supports that the targets are being achieved as planned or the program is being revised.		
Title I						
23. The LEA is using funds to provide services to children in school attendance areas with the highest concentrations of children from low-income families.	Title I	NCLB § 1113	Review program documentation to verify the poverty criteria and the selection of eligible attendance areas.	Documentation and interview verifies that the poverty criteria and services are provided to attendance areas with the largest concentration of students from low income families.		
24. Each school has followed the appropriate program approach specified on the Title I Eligibility form (targeted assistance or schoolwide).	Title I	NCLB § 1112	Review documentation for each eligible that supports the program approach and its implementation. Interview the Project Director.	Documentation verifies that the eligible schools are following the appropriate program approach.		
25. Schools operating a schoolwide	Title I	1114(b)(2)	Review of	Documentation and		

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<p>program are implementing all components of Title I schoolwide programs:</p> <ul style="list-style-type: none"> • A comprehensive needs assessment; • Schoolwide reform strategies; • Instruction by highly qualified teachers; • High quality, ongoing professional development for teachers, principals; paraprofessionals and other stakeholders, as appropriate; • Strategies to attract high-quality highly qualified teachers to high-need schools; • Strategies to increase parental involvement; • Plans for assisting preschool children in the transition from early childhood programs; • Inclusion of teachers in decisions regarding the use of assessments to improve student achievement and the overall instructional program; • Effective, timely additional services to students experiencing academic difficulties; • Coordination and integration of Federal, state and local services and programs. 			Schoolwide Program Plan	interview verifies that the Schoolwide Program Plan addresses all components and the school is implementing activities to address each component.		
<p>26. Schools operating a Targeted Assistance program are implementing all components of Title I targeted assistance programs:</p> <ul style="list-style-type: none"> • Program resources to help 	Title I	1115(c)(1)				

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participating students meet State's academic standards; <ul style="list-style-type: none"> • Incorporating planning for participating students into existing school planning; • Scientifically based research methods and instructional strategies to strengthen core academic programs; • Coordinating and supporting the regular education program, including services to assist preschool children with the transition from early childhood programs; • Instruction by highly qualified teachers; • Opportunities for professional development for teachers, principals, paraprofessionals and other staff who work with participating students; • Strategies to increase parental involvement; • Coordination and integration of Federal, state and local services and programs. 						
27. Schools operating a Title I Targeted Assistance Program have developed and implemented selection criteria for students receiving Title I services.						
28. To determine participation in the Title I Targeted Assistance program, the LEA has developed and implemented selection criteria based upon student academic achievement. The LEA demonstrates that children	Title I	NCLB § 1115(b)	Review the selection criteria (test data and other indicators) and the list of the participants from	Documentation supports that students selected for participation is according to the established criteria.		

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who are economically disadvantaged, children with disabilities, migrant or LEP children are eligible for services on the same basis as other children.			each school.			
29. The LEA is using funds reserved for professional development on the Eligibility form to implement professional development activities as described in the application.	Title I	NCLB § 1114 & 1115	Review documentation for schedules, sign-in sheets, meeting agendas. Review lesson plan book, conduct classroom observations, interview staff.	Documentation and interviews indicate that the professional development activities are being conducted and implemented in the classroom.		
30. Each Title I school principal attests, in writing, to the qualifications of its teachers and paraprofessionals. The attestation is available to the public at the school and in the main office.	Title I	NCLB § 1119	Review the attestation. Determine if it is available at both the school and LEA main office and its availability to the public.	Documentation supports that the attestation requirements are in compliance, that it is available at the school, main office and to the public.		
31. The LEA is using funds reserved for parental involvement on the Eligibility form (1% for grant over \$500,000 is required) to implement activities described in the application.	Title I	NCLB § 1118	Review documentation for schedules, sign-in sheets, meeting agendas. Interview parents.	Documentation and interviews indicate that the parental involvement activities are being conducted and implemented		
32. For Title I Neglected & Delinquent, a formal agreement is in place between the LEA and correctional facility.	Title I N & D	NCLB § 1423	Review the formal agreement between the LEA and correctional facility.	Documentation verifies a formal agreement between the LEA and correctional facility.		
33. For Title I Neglected & Delinquent, program activities have been developed and implemented to meet the unique needs of the youth to be served.	Title I N & D	NCLB § 1423	Review a sample of the program activities for N&D youth. Interview staff.	Documentation verifies that activities to meet the needs of the youth are implemented in accordance with Title I requirements.		

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Assurances						
34. For Title I schoolwide programs, the LEA has involved parents in the program development and implementation.	Title I	NCLB § 1114	Review the method by which parents were involved in the development and implementation process.	Documentation verifies that parents were involved in the program development and implementation process.		
35. For Title I schoolwide programs, the LEA has provided technical assistance and support or has identified an outside expert to provide technical assistance and support.	Title I	NCLB § 1114	Review the involvement activities by the LEA to provide technical assistance.	Documentation supports the involvement of the LEA in providing technical assistance to schoolwide programs.		
36. The LEA works with each Title I school to develop and implement plans to ensure that each school meets adequate yearly progress.	Title I	NCLB § 1116	Review the involvement activities by the LEA to ensure adequate yearly progress.	Documentation supports the involvement of the LEA in programs that ensure adequate yearly progress.		
37. The LEA has developed, in conjunction with parents, a written parental involvement policy and has distributed the written policy to parents of participating students. The process to involve parents on an on-going basis.	Title I	NCLB § 1118	Review the written parental involvement policy and documents that support implementation and distribution of the policy. Interview a sample of parents.	Documentation verifies that the parental involvement policy was established in conjunction with parents and distributed. Interviews verify the involvement of parents on an on-going basis.		
38. The LEA has jointly developed a school-parent compact with parents of participating students in Targeted Assistance programs and parents of students in schoolwide programs.	Title I	NCLB § 1118	Review the school-parent-student compact and the process of development that includes the participants.	Documentation supports the development of the school-parent-student compact and the involvement of the participants.		
39. An annual meeting has been held for	Title I	NCLB §	Review minutes	Documentation verifies		

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parents of participating children to inform parents of the Title I program.		1118	and the sign-in sheets of the annual meeting.	that an annual meeting was held for parents of participating students.		
40. The LEA has provided parents of LEP and disabled students with opportunities for participation including providing information in a language and form that is understandable to the parents.	Title I	NCLB § 1118	Review documentation to verify that parent's of LEP and disabled students were provided an opportunity to participate and that materials exist in a language that is understandable.	Documentation supports that participation opportunities exist and understandable materials have been developed.		
41. Each Title I school meets the requirements of the Parent's Right to Know provision.	Title I	NCLB § 1111	If after 4 weeks, any teachers that do not have the basic requirements, each parent is notified. Review parental requests for teachers' and paraprofessionals' professional qualification information and the timely response by the school.	Documentation supports that the school is in compliance with the Parent's Right to Know provision.		
42. The LEA and its schools are in compliance with the Children's Internet Protection Act as certified in the assurances.	Title II-D	NCLB § 2441	Identify the condition by which the LEA is in compliance. Review documentation that supports the certified condition.	Documentation supports compliance with the Children's Internet Protection Act.		
43. All Title III funded teachers are fluent in English and any other	Title III	NCLB § 3116	Determine the languages of the	Documentation and teacher interviews verify		

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language used for instruction.			students being served. Interview funded teachers regarding the language fluency.	that funded teachers are fluent in English and any other language of their students.		
44. The LEA is in compliance with the parental notification requirements for LEP students.	Title III	NCLB § 3302	Review the parent notification policy and procedures.	Documentation verifies that the parental notification policy is being implemented.		
45. The English proficiency of the students served is annually assessed.	Title III	NCLB § 3116	Review the process by which students' English proficiency is annually assessed.	Documentation that the student's annual assessment process is in effect.		
46. Activities convey a clear and consistent message that the illegal use of drugs and acts of violence are wrong and harmful.	Title IV	NCLB § 4114	Review education curriculum and the LEA's statement that is available to all school staff, students, and parents regarding drugs and acts of violence.	Documentation verifies that the curriculum is consistent and a written statement is provided on the illegal use of drugs and acts of violence.		
47. The LEA has a plan for keeping schools safe and drug-free and includes: <ul style="list-style-type: none"> • School discipline policies that prohibit disorderly conduct, illegal possession of weapons, illegal use, possession, distribution and sale of tobacco, alcohol, and other drugs by students • Security procedures at school and while students are on the way to and from school • Prevention activities designed to create safe, disciplined and drug- 	Title IV	NCLB § 4114	Review the LEA plan to ensure that all requirements for keeping schools safe and drug-free have been addressed.	Documentation verifies that the comprehensive safe and drug-free plan has been established and addresses all required components.		

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<ul style="list-style-type: none"> free environment A crisis management plan for responding to violent or traumatic incidents on school grounds A code of conduct policy that states the responsibilities of students, teachers and administrators 						
48. The LEA has a policy requiring referral to the criminal justice system of any student who brings a firearm or weapon to school.	Title IV	NCLB § 4141	Review the LEA policy for a student who brings a firearms or weapon to school.	Documentation verifies that a policy has been developed for a student who brings a firearm or weapon to school.		
49. If funds are being used for same gender schools and classrooms, the program is in compliance with federal guidelines.	Title V	NCLB § 5131	Review program. Interview Project Director.	Documentation supports that the program meets the federal guidance.		
Paraprofessionals (See NJDOE information posted on the Web site)						
50. Paraprofessionals hired after January 8, 2002 funded in whole or in part with Title I funds, possess the education requirements of two years of study, an associate's degree or meet the requirements of a formal assessment.	Title I	NCLB § 1119	Review the credentials of the funded paraprofessionals.	Documentation verifies that the funded paraprofessionals possess the required credentials.		
51. Paraprofessionals employed prior to January 8, 2002 and are funded whole or in part with Title I funds have begun to comply with the above requirements.	Title I	NCLB § 1119	Review the credentials and the educational plan for the funded paraprofessionals.	Documentation verifies that the funded paraprofessionals are working toward attaining the required credentials.		
52. The LEA has developed and is implementing a plan to ensure that all Title I paraprofessionals meet NCLB requirements no later than January 8, 2006.						
53. Paraprofessionals in Title I schools possess a high school diploma or its equivalent.	Title I	NCLB § 1119	Review a sampling of the educational credentials of the	Documentation verifies that the paraprofessionals possess the basic		

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			paraprofessionals.	educational requirements.		
54. Paraprofessionals in Title I schools are under the direct supervision of a teacher.	Title I	NCLB § 1119	Review classroom assignments. Observe and interview a sample of paraprofessionals.	Documentation of review, observations and interviews verifies the supervision of paraprofessionals.		
Private Schools						
55. There is evidence of LEA consultation with private school officials in all phases of planning for the following: <ul style="list-style-type: none"> • The criteria for low-income (Title I Eligibility) • How services will be identified for teachers and students • What services will be offered • How, where and by whom the services will be provided • A thorough analysis of third-party providers • How the services will be assessed and how the results will be used to improve services • The size, scope and amount of funds for equitable services • How and when consultation and decision-making occurs 	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1120, 5142, 9501	Review documentation (meeting notes, sign-in sheets, invitational letters) of consultation with officials of eligible private schools to comply with the required elements.	Documentation verifies that the LEA consulted with private school officials in all phases of planning.		
56. Consultation meetings between the LEA and private school officials occur prior to the LEA making any decisions impacting the participation in Title I programs of eligible private school students, teachers and families.	Title I	1120(b)(2)		Written affirmation signed by private school officials; meeting agendas, minutes		
57. Consultation meetings between the LEA and private school officials	Title I	1120(b)(2)		Written affirmation signed by private school		

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continue throughout the implementation and assessment of Title I programs and services				officials; meeting agendas, minutes		
58. The LEA provides services and benefits to private school students that are equitable in comparison to services and benefits provided to public school students.	Title I	1120 (a)				
59. The LEA uses on of the following methods to collect poverty data on private school children: <ul style="list-style-type: none"> • The same measure of poverty used to count public school children • Surveys that protect the identity of private school families and whose results can by extrapolated if actual data are unavailable. • Comparable poverty from a different source, e.g., TANF, tuition scholarship programs • Proportionality • An equated measure 	Title I	1120(c)(1)				
60. The LEA uses multiple, educationally related, objective criteria to identify private school children eligible to participate in Title I programs.	Title I	1120(a)(1)				
61. Each of the specified activities for the private schools in the application or subsequent amendment is being implemented.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review the program implementation. Interview the Project Director and private school staff that is involved in the program activity	Documentation verifies that the activities are being implemented.		

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			implementation.			
62. Title I Services are provided by an LEA employee or through a contract with a public agency.	Title I	1120(d)(2)				
63. The LEA controls and administers funds and holds title to materials, equipment and property purchased with Title I funds.	Title I	1120(d)(1)				
64. The LEA's parent involvement plan includes strategies for the inclusion of parents of private school children.	Title I					
Title II-D District Technology Plan						
65. The Technology Plan, including the updates, is being implemented as described.	Title II-D	NCLB § 2414	Review the objectives described in the approved technology plan, including the updates.	Educational technology activities described in the application support the objectives described in the technology plan.		
Title II-D Professional Development Waiver						
66. The Title II-D professional development waiver is appropriate	Title II-D	NCLB § 2416	A review of the professional development activities confirms that the activities were focused on educational technology for classroom infusion, were ongoing, sustained and were provided to all teachers.	Activities are equal to at least 25% of the educational technology activities to support ongoing, sustained, high quality professional development focused on the integration of technology into instruction and was provided to all teachers.		

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Title IV Waiver						
67. There is a basis for determining that the Title IV activities have a substantial likelihood of success.	Title IV	NCLB § 4115	A review of the program shows a likelihood of success.	Documentation supports the program's likelihood of success.		
Schools in Need of Improvement- Comprehensive Needs Assessment						
68. For each school in need of improvement, the needs assessment is supported by data and materials.	Title I- School Improvement	NCLB § 1116	Review documents used in the needs assessment process. Interview Project Director.	Documentation verifies that the needs assessment is comprehensive and has been conducted.		
69. For each school in need of improvement, priority problem(s) are supported by the comprehensive needs assessment process.	Title I- School Improvement	NCLB § 1116	Review priority problems to ensure they are identified in the needs assessment.	Documentation verifies that the priority problems are supported based on the needs assessment process.		
70. For the problems selected by each school in need of improvement, an adequate description is provided that identifies the target population, causes of the problem, identification of the data source, analysis of the data, areas to be measured, the measurement tool and specific school targeted.	Title I- School Improvement	NCLB § 1116	Review the description of the selected problems to ensure that an adequate description is provided.	Documentation verifies the selected problems are described based on the needs assessment process.		
Schools in Need of Improvement-Program Plan						
71. The school uses scientifically based programs to address the selected problem areas.	Title I- School Improvement	NCLB § 1116	Review the programs to determine that they are scientifically based. Interview the Project Director.	The outcomes of the selected scientifically based programs are measurable.		
72. Each of the specified activities in the application or subsequent amendment is being	Title I- School Improvement	NCLB § 1116	Review the program implementation.	Documentation verifies that the specified activities are being		

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implemented.			Interview the Project Director and LEA staff involved in the program activity implementation.	implemented.		
73. The LEA is providing technical assistance to the school in the development and implementation of the school improvement plan.	Title I-School Improvement	NCLB § 1116	Review the level of support and technical assistance provided by the LEA to the school.	Documentation supports that the LEA is providing supportive services to assist the school in developing and implementation the school improvement plan.		
74. All positions have been filled according to the approved application: Number of teachers _____ Number of paraprofessionals _____ Number of other staff: _____	Title I-School Improvement	NCLB § 1116	Review schedules of staff and the staff roster for funded positions. Interview the Project Director and a sampling of the funded staff for all Titles.	Documentation verifies that positions have been filled as indicated in the approved application. If positions are partially funded, documentation and interviews support the appropriate percentage of time is dedicated to grant funded activities.		
75. For required funds reserved for professional development, the school is implementing such activities in accordance with the application.	Title I-School Improvement	NCLB § 1116	Review the professional development plan, agendas and sign-in sheets. Interview participant(s).	Documentation verifies that the professional development plans is consistent with the funded activities in the application and are being implemented.		
Schools in Need of Improvement-Performance Targets						
76. Baseline performance is specified for each priority problem and is supported by the comprehensive needs assessment.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Baseline data is identified and is supported by the needs assessment. Interview the	Documentation supports that the baseline data is identified and is accurate based upon the needs assessment.		

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			Project Director and review the needs assessment.			
77. For each selected problem, performance targets are specified for the next three years and are supported by the comprehensive needs assessment.	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Performance targets have been established for the next three years. Interview the Project Director.	Documentation supports that there is a mechanism to measure and track performance for the next three years.		
78. For each performance target, the actual achievement obtained is identified. (Reserved for FY 2004)	Titles I, II-A, II-D, III, IV, V, VI	NCLB § 1112, 2122, 2414, 3115, 4114, 5133, 6223	Review the achievement of the performance targets using the outcomes of the measurement tool.	Documentation supports that the performance targets are being achieved as planned.		
School in Need of Improvement-School Improvement-Year 1						
79. Each school in need of improvement has notified parents of this status and the school choice opportunities.	Title I-School Improvement	NCLB § 1116	Review the parental notification letter of the school's improvement status and school choice opportunities.	Documentation that parents have been notified of the school in need of improvement status and school choice options.		
80. Each school in need of improvement has school choice opportunities and has developed selection criteria, if the school does not lack capacity.	Title I-School Improvement	NCLB § 1116	Review the choice options and the selection criteria.	Documentation verifies the choice options and the selection criteria.		
81. Documentation supports the lack of capacity for school choice for each school in need of improvement that is specified.	Title I-School Improvement	NCLB § 1116	Verify the reasons for the lack of choice capacity.	Documentation supports that the school lacks choice options.		
Schools in Need of Improvement-Supplemental Services-Year 2						
82. Each school in need of improvement has notified parents of the school's status and school choice opportunities.	Title I-School Improvement	NCLB § 1116	Review the parental notification letter of the school's improvement status and school choice	Documentation that parents have been notified of the school in need of improvement status and school choice		

Compliance Requirement	Titles Covered	Legal Authority	Review Method	Compliance Indicator	Status (C, N/C or N/A)	Comments
			opportunities.	options.		
83. Each school in need of improvement has school choice opportunities and has developed selection criteria, if the district has capacity.	Title I-School Improvement	NCLB § 1116	Review the choice options and the selection criteria.	Documentation verifies the choice options and the selection criteria.		
84. Documentation supports the lack of capacity for school choice for each school in need of improvement that is specified.	Title I-School Improvement	NCLB § 1116	Verify the reasons for the lack of choice capacity.	Documentation supports that the school lacks choice options.		
85. Each school in need of improvement is making supplemental education services available to eligible students.	Title I-School Improvement	NCLB § 1116	Review the list of students requesting supplemental services.	Documentation supports that eligible students are receiving supplemental education services.		
86. Each school in need of improvement has developed selection criteria for determining student eligibility for supplemental education services.	Title I – School Improvement	NCLB § 1116		Documentation supports that eligible students are receiving supplemental education services.		
87. Each school in need of improvement has informed parents of their right to select a supplemental service provider from the Department’s list of approved providers.	Title I – School Improvement	NCLB § 1116	Review correspondence sent to parents.			
Schools in Need of Improvement-Corrective Action-Year 3 (Reserved for FY 2005)						
88. Each school in need of improvement has notified parents of the school’s status and the school choice opportunities.	Title I-School Improvement	NCLB § 1116	Review the parental notification letter of the school’s improvement status and school choice opportunities.	Documentation that parents have been notified of the school in need of improvement status and school choice options.		
89. Each school in need of improvement has school choice opportunities and has developed selection criteria, if the district has capacity.	Title I-School Improvement	NCLB § 1116	Review the choice options and the selection criteria.	Documentation verifies the choice options and the selection criteria.		

Compliance Requirement	Titles Covered	Legal Authority	Review Method	Compliance Indicator	Status (C, N/C or N/A)	Comments
90. Documentation supports the lack of capacity for school choice for each school in need of improvement that is specified.	Title I-School Improvement	NCLB § 1116	Verify the reasons for the lack of choice capacity.	Documentation supports that the school lacks choice options.		
91. Each school in need of improvement is making supplemental education services available to eligible students.	Title I-School Improvement	NCLB § 1116	Review the list of students requesting supplemental services.	Documentation supports that eligible students are receiving supplemental education services.		
92. Each school in need of improvement has developed selection criteria for determining student eligibility for supplemental education services.	Title I – School Improvement	NCLB § 1116		Documentation supports that eligible students are receiving supplemental education services.		
93. Each school in need of improvement has informed parents of their right to select a supplemental service provider from the Department’s list of approved providers.	Title I – School Improvement	NCLB § 1116	Review correspondence sent to parents.			
94. Each school in need of improvement has replaced staff who are relevant to the AYP failure.	Title I-School Improvement	NCLB § 1116	Review the list of the staff that have been replaced to determine if they were relevant to the AYP failure.	Staff that contributed to the AYP failure have been replaced.		
95. A new curriculum that includes professional development has been fully implemented	Title I-School Improvement	NCLB § 1116	Review the new curriculum to determine if it has been implemented.	The new curriculum has been implemented.		
96. The school management authority has been significantly reduced.	Title I-School Improvement	NCLB § 1116	Interview the school management to assess their span of control.	School management's role has been reduced.		
97. An outside expert has been appointed to meet AYP.	Title I-School Improvement	NCLB § 1116	Review the contract of the outside vendor. Review the vendor's credentials.	Documentation supports that the outside vendor has been hired and is an expert.		

Compliance Requirement	Titles Covered	Legal Authority	Review Method	Compliance Indicator	Status (C, N/C or N/A)	Comments
98. The school year or school day has been extended.	Title I-School Improvement	NCLB § 1116	Review the school's schedule.	Te schedule supports that the learning time has been extended.		
99. The school's internal organizational structure has been restructured.	Title I-School Improvement	NCLB § 1116	Review the school's table of organization. Interview the principal.	The school's internal structure has been restructured.		
Schools in Need of Improvement-Restructuring-Year 4 (Reserved for FY 2006)						
100. Each school in need of improvement has notified parents of the school's status and school choice opportunities.	Title I-School Improvement	NCLB § 1116	Review the parental notification letter of the school's improvement status and school choice opportunities.	Documentation that parents have been notified of the school in need of improvement status and school choice options.		
101. Each school in need of improvement has school choice opportunities and has developed selection criteria, if the district has capacity.	Title I-School Improvement	NCLB § 1116	Review the choice options and the selection criteria.	Documentation verifies the choice options and the selection criteria.		
102. Documentation supports the lack of capacity for school choice for each school in need of improvement that is specified.	Title I-School Improvement	NCLB § 1116	Verify the reasons for the lack of choice capacity.	Documentation supports that the school lacks choice options.		
103. Each school in need of improvement is making supplemental education services available to eligible students.	Title I-School Improvement	NCLB § 1116	Review the list of students requesting supplemental services.	Documentation supports that eligible students are receiving supplemental education services.		
104. Each school in need of improvement has developed selection criteria for determining student eligibility for supplemental education services.	Title I – School Improvement	NCLB § 1116		Documentation supports that eligible students are receiving supplemental education services.		
105. Each school in need of improvement has informed parents of their right to select a supplemental service provider	Title I – School Improvement	NCLB § 1116	Review correspondence sent to parents.			

Compliance Requirement	Titles Covered	Legal Authority	Review Method	Compliance Indicator	Status (C, N/C or N/A)	Comments
from the Department's list of approved providers.						
106. Each school in need of improvement has published and disseminated its corrective action plan to the public and to parents.	Title I-School Improvement	NCLB § 1116	Review the public notice and dissemination methods.	Documentation supports that the public has been notified of the school's status.		
107. A major restructuring of the school's governance, which may include reopening as a charter school, replacing all or most of the staff, contracting for operation by a public or private entity with a demonstrated record of effectiveness, or state takeover has taken place.	Title I-School Improvement	NCLB § 1116	Review the school's table of organization. Interview the superintendent.	Documentation supports that the school has been restructured.		
108. Teachers and parents have been provided an opportunity to participate and comment on any action.	Title I-School Improvement	NCLB § 1116	Review minutes of meetings with teachers and parents.	Parents and teachers have been involved in the restructuring process.		

INTERVIEW RESPONSES

Name of Person Interviewed: _____

Title/Relation to the Grant Activity: _____

School _____

Responses:

On-site: _____ Telephone: _____
Date: _____ Interviewer: _____